

## **TOWN COUNCIL MEETING**

**WEDNESDAY 8<sup>TH</sup> DECEMBER 2021**

Thursday 2<sup>nd</sup> December 2021

Dear Councillors

You are summonsed to attend a meeting of the Town Council at 7.30pm on Wednesday 8<sup>th</sup> December 2021 to be held in the Council Chamber at the Town Hall.

Yours sincerely

A handwritten signature in black ink, appearing to read 'A. G. Mellor', with a long horizontal stroke extending to the right.

**Mr Alan Mellor**  
**Town Clerk**

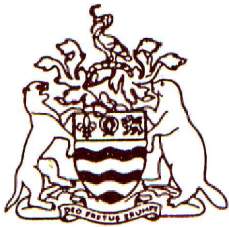




## A G E N D A

|           |   |                         |                |
|-----------|---|-------------------------|----------------|
| <b>1</b>  | <b>Apologies for Absence</b>  |                         |                |
| <b>2</b>  | <b>To approve the Minutes of the Meeting of the Town Council held on Wednesday 22<sup>nd</sup> September 2021</b> | <b>Minutes Attached</b> | <b>Page 5</b>  |
| <b>3</b>  | <b>To receive Declarations of Interest from Members and Officers</b>  |                         |                |
| <b>4</b>  | <b>To receive the Minutes of the following Committees:</b>  |                         |                |
| <b>4a</b> | <b>Planning Committee held on Wednesday 29<sup>th</sup> September 2021</b>  | <b>Minutes Attached</b> | <b>Page 9</b>  |
| <b>4b</b> | <b>Finance &amp; General Purposes Committee held on Wednesday 20<sup>th</sup> October 2021</b>                    | <b>Minutes Attached</b> | <b>Page 17</b> |
| <b>4c</b> | <b>Planning Committee held on Wednesday 27<sup>th</sup> October 2021</b>  | <b>Minutes Attached</b> | <b>Page 21</b> |
| <b>4d</b> | <b>Finance &amp; General Purposes Committee held on Wednesday 24<sup>th</sup> November 2021</b>                   | <b>Minutes Attached</b> | <b>Page 27</b> |
| <b>4e</b> | <b>Planning Committee held on Wednesday 1<sup>st</sup> December 2021</b>  | <b>Minutes Attached</b> | <b>Page 35</b> |
| <b>5</b>  | <b>Town Mayor's Announcements</b>   | <b>Verbal Report</b>    |                |
| <b>6</b>  | <b>Town Clerk's Announcements</b>   | <b>Verbal Report</b>    |                |
| <b>7</b>  | <b>Standing Orders Review</b>   | <b>Report Attached</b>  | <b>Page 43</b> |
| <b>8</b>  | <b>Representation on Outside Bodies</b>   | <b>Report Attached</b>  | <b>Page 45</b> |
| <b>9</b>  | <b>Supplementary Estimates</b>  | <b>Report Attached</b>  | <b>Page 47</b> |





# NEWARK TOWN COUNCIL

Town Hall, Market Place, Newark, Nottinghamshire, NG24 1DU

Tel: 01636 680 333 ~ Fax: 01636 680 350

Email: [post@newark.gov.uk](mailto:post@newark.gov.uk) ~ Website: [www.newark.gov.uk](http://www.newark.gov.uk)

**Agenda Item No: 2**

**Committee Date: Wednesday 8<sup>th</sup> December 2021**

**Minutes of the Meeting of the Town Council held on Wednesday 22<sup>nd</sup> September 2021 in the Council Chamber at the Town Hall.**

|                                 |   |   |
|---------------------------------|---|---|
| <b>Membership Present:</b>      | <b>Town Mayor</b>                                 | <b>Cllr L Geary (in the Chair)</b>  |
|                                 | <b>Councillors</b>                                | J Baggaley (Ap)<br>Mrs I Brown<br>M G Cope<br>E Cropper<br>Mrs R Crowe<br>R A Crowe<br>Mrs G Dawn (Ap)<br>L Goff<br>J Henderson<br>D Ledger<br>J Lee<br>D Lloyd<br>T Mathias<br>Ms J Oliver<br>J Olson<br>M Skinner (Ap)<br>S Vickers |
| <b>Apologies received from:</b> | <b>Councillors</b>                                | J Baggaley, Mrs G Dawn, M Skinner   |
| <b>Town Council Staff:</b>      | <b>Town Clerk</b>                                 | Alan Mellor   |
|                                 | <b>PA to Town Clerk</b><br><b>Mayor's Officer</b> | H Crossland<br>P Tomlinson  |
| <b>Public:</b>                  | There were no members of the public present.      |   |
| <b>Venue:</b>                   | Ballroom  | Town Hall   |

Prior to the meeting the Town Mayor introduced Mr David Ditcham, an Elder from the Quaker Meetings, who was attending to lead the prayers.

Mr David Ditcham then read the prayers and stayed for the duration of the meeting.

**TC16/21/22 Minutes of the Meeting of the Town Council held on Wednesday 23<sup>rd</sup> June 2021**

Cllr D Lloyd moved, Cllr J Olson seconded, the Minutes of the Meeting of the Town Council held on Wednesday 23<sup>rd</sup> June 2021.

Following a vote this was **AGREED** as a true and accurate record, and the Minutes were signed by the Mayor.

**TC17/21/22 Declarations of Interest**

It was **AGREED** to accept any other Members Declarations, if any arose, during the meeting; all Declarations of Interest should already be contained within the Agenda reports.

**TC18/21/22 Minutes of the Finance & General Purposes Committee held on Wednesday 14<sup>th</sup> July 2021**

The Chairman, Cllr J Henderson, presented the Minutes of the Finance & General Purposes Committee held on Wednesday 14<sup>th</sup> July 2021.

**TC19/21/22 Minutes of the Planning Committee held on Wednesday 28<sup>th</sup> July 2021**

Both the Chairman and Vice-Chairman of the Planning Committee had submitted their apologies for this meeting; Cllr L Geary was voted on the night to Chair the meeting and therefore presented the Minutes of the Planning Committee held on Wednesday 28<sup>th</sup> July 2021.

**TC20/21/22 Minutes of the Planning Committee held on Wednesday 1<sup>st</sup> September 2021**

The Vice-Chairman, Cllr J Olson, presented the Minutes of the Planning Committee held on Wednesday 1<sup>st</sup> September 2021.

**TC21/21/22 Minutes of the Finance & General Purposes Committee held on Wednesday 15<sup>th</sup> September 2021**

The Chairman, Cllr J Henderson presented the Minutes of the Finance & General Purposes Committee held on Wednesday 15<sup>th</sup> September 2021, marked 'TO FOLLOW' in the Agenda, and which had been circulated prior to the meeting.

**TC22/21/22 Town Mayor's Announcements**

The Town Mayor, Cllr Lisa Geary, reminded Members that the Airbridge Memorial Service would be taking place on Sunday 26<sup>th</sup> September.

**TC23/21/22 Town Clerk's Announcements**

The Town Clerk, Mr A Mellor, had no Announcements.

**TC24/21/22 Political Balance & Committee Membership**

Prior to discussion of this item, it was noted that there was an amendment required to

the Political Balance item; there were 4 Members in the Labour Group, not 3 as in the report.

It was **AGREED** to amend the report.

The Town Mayor then suggested that all the recommendations be taken en bloc; this was then proposed by Cllr J Henderson and seconded by Cllr D Lloyd. Following a vote this was **AGREED**.

- (i) Members **NOTED** the updated position on Political Balance within the Town Council.
- (ii) Members **APPROVED** the revised make-up of the Planning Committee as follows:
  - Conservative Group – 5 Members
  - The Alliance Group – 3 Members
  - Labour Group – 2 Members
- (iii) Members **NOTED** the removal of Cllr Mrs G Dawn as an Alliance Group member of the Planning Committee.
- (iv) The addition of Cllr S Vickers as a Conservative Group member of the Planning Committee was **NOTED**.
- (v) Members then **CONSIDERED** the position of Chairman of the Planning Committee, and the following nominations were made:
  - Cllr J Lee nominated Cllr J Oliver; this was seconded by Cllr J Olson. There were no other nominations, so this was **AGREED**.
- (vi) Cllr D Lloyd proposed, Cllr D Ledger seconded that the Chairman of the Planning Committee be added to the list of approved signatories, replacing Cllr Mrs G Dawn, as previous Chairman, on the list.
  - A vote was held, and this was **AGREED**.

**TC25/21/22 Questions from Town Councillors**

There were no questions from Town Councillors.

**TC26/21/22 Questions from Members of the Public**

There were no questions from members of the public.

The Town Clerk informed Members that he would be bringing a report back to the Town Council with regard to Questions; there is currently a disparity in the timings of when questions are to be presented and when the Agendas are circulated. It would help if these deadlines were standardised moving forward.

|                        |               |                      |   |
|------------------------|---------------|----------------------|---|
| <b>Meeting Closed:</b> | <b>7.50pm</b> | <b>Next Meeting:</b> | <b>Wednesday 8<sup>th</sup> December 2021</b> |
|------------------------|---------------|----------------------|---|







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Agenda Item No: 4a

Committee Date: Wednesday 8<sup>th</sup> December 2021

## PLANNING COMMITTEE MINUTES

Minutes of the Planning Committee held on Wednesday 29<sup>th</sup> September 2021 in the Council Chamber at the Town Hall.

|                            |   |  |
|----------------------------|---|--|
| <b>Membership Present:</b> | <b>Councillor</b>                           | <b>Ms J Oliver (Chair)</b>   |
|                            | Councillor                                  | J Olson (Vice Chair)<br>Mrs I Brown (A)<br>M Cope (Ap)<br>L Geary<br>J Henderson<br>D Ledger (Ap)<br>J Lee<br>D Lloyd<br>S Vickers |
| <b>In Attendance</b>       | Town Clerk<br>Councillors                   | Alan Mellor<br>E Cropper & L Goff  |
| <b>Apologies</b>           | Cllrs M Cope & D Ledger                     |  |
| <b>Taking Minutes:</b>     | Planning Administrator                      | Mrs J Hemsall  |
| <b>Public:</b>             | There were 0 members of the public present. |  |
| <b>Venue:</b>              | Council Chamber, Town Hall.                 |  |

Cllr J Lee informed Members that he had been contacted by Urban & Civic asking if their application was being brought back to the Town Council Planning Committee.

The Town Clerk said he thought our comments were still valid but he would check with Newark & Sherwood District Council and report back.

**PR21/21/22**     **Minutes**

The Minutes of the last meeting held on Wednesday 1<sup>st</sup> September 2021 were **AGREED** and signed as a true and correct record.

**PR22/21/22**     **Matters Arising**

There were no matters arising.

**PR23/21/22**     **Declarations of Interest**

It was **AGREED** to accept Members' declarations as and when they arose during the meeting.

**PR24/21/22**     **Outstanding Planning Applications**

**21/01256/RMAM**     **Land North & East of existing Fernwood Development, South of A1 and West of Railway Line, Fernwood**

Reserved Matters Application for 242 Dwellings (Partial re-plan of 20/01306/RMAM and 18/00526/RMAM), Phase 3B, Greater Fernwood.

**No Objection was raised to this application.**

**21/01831/S73M**     **Land at Lord Hawke Way & Bowbridge Road, Newark**  
Application to vary Condition 11 attached to planning permission 20/00275/FULM, so that only the dwellings constructed with contaminated zones require a validation report.

Cllrs J Lee & D Lloyd declared a non-prejudicial interest in this application as Members of Newark & Sherwood District Council.

It was **AGREED** to **Object** to this application thus retaining the existing Planning Condition.

**21/01835/ADV**     **Agrovista UK Ltd, Brunel Drive, Newark**  
Erection of a freestanding post sign.  
**No Objection was raised to this application.**

**21/01842/FUL**     **9 Dorner Avenue, Newark**  
Demolition of existing single storey dwelling and garage, erect a new dwelling with integral garage.  
**No Objection was raised to this application.**

**21/01856/FULM**     **Kings Marina, Mather Road, Newark**  
Development of 3 no. holiday lodges, 5 no. floating homes, additional and refurbishment of existing Marina facilities, re-organisation of the car park and internal access road, landscaping and associated works.  
**No Objection was raised to this application.**

|   |  |
|---|--|
| <p><b>21/01869/FUL<br/>&amp;<br/>21/01870/LBC</b></p> | <p><b>7 Castle Gate, Newark</b><br/>Refurbishment of ground floor bar/restaurant including new toilets and bin stores and conversion of first floor to two flats.<br/>A discussion took place regarding car parking, Cllr J Lee was concerned that no parking spaces were provided in the application. Cllr L Geary felt that people living in the Town Centre were less likely to have cars and therefore there was no need for flats to have parking spaces provided.<br/>It was <b>AGREED</b> to <b>support</b> this application.</p>   |
| <p><b>21/01900/FUL</b></p>                            | <p><b>Land at Shannon Falls, Tolney Lane, Newark</b><br/>Use of land as a Gypsy and Traveller Site, erection of amenity blocks and associated works (retrospective).<br/><br/>A discussion took place regarding flooding issues on Tolney Lane and the amount of sites already in situ without planning permission.<br/>It was <b>AGREED</b> to <b>Object</b> to this application on the following grounds:</p> <ul style="list-style-type: none"> <li>i. The area is in Flood Zone 3</li> <li>ii. Severe risk to life if flooding were to occur</li> <li>iii. Numerous sites in near proximity impedes emergency evacuations</li> </ul> |
| <p><b>21/01918/HOUSE</b></p>                          | <p><b>49 Valley Prospect, Newark</b><br/>Erection of a single storey rear extension and alterations to the front elevation.<br/><b>No Objection was raised to this application.</b></p>  |
| <p><b>21/01930/FUL</b></p>                            | <p><b>69 &amp; 71 Balderton Gate, Newark</b><br/>Replacement windows and doors to both properties.<br/><b>No Objection was raised to this application.</b></p>   |
| <p><b>21/01931/FUL</b></p>                            | <p><b>46,48,50,51,53 &amp; 55 Mather Road, Newark</b><br/>Replacement of existing windows and doors with new PVCu versions.<br/><b>No Objection was raised to this application.</b></p>  |
| <p><b>21/01932/FUL</b></p>                            | <p><b>1-11,15,17,19,21,23 &amp; 25 Foundry Close, Newark</b><br/>Replacement of windows and doors with PVCu versions.<br/><b>No Objection was raised to this application.</b></p>  |

- 21/01935/FUL** **1-16 inclusive, 18,20,22 & 24 Sikorski Close, Newark**  
Replacement of doors and windows with new PVCu versions to match.  
**No Objection was raised to this application.**
- 21/01936/HOUSE** **2 Vernon Avenue, Newark**  
Proposed two storey side extension and new tarmac/block paved drive/parking to frontage.  
**No Objection was raised to this application.**
- 21/01948/ADV** **Unit D1, Maltings Retail Park, North Gate, Newark**  
Proposed 3 x fascia signs and 2 x window vinyls.  
**No Objection was raised to this application.**
- 21/01977/FUL** **02 Telecommunications Cabinet, 48410 Boundary Road, Newark**  
Removal of existing 15m Hutchison Elara Streetworks Monopole and replacement with 20m high Hutchison Engineering Orion V2 Streetworks Pole and associated development works.  
There was confusion among Members as to whether these works had already taken place and if the application was retrospective.  
It was felt that the Telecommunication Companies were not working together on this and the number of applications for works was unnecessary. Members also felt that when the works were completed, they were very intrusive.  
It was **AGREED** to **Object** to this application on the following grounds:
- i. Site Lines – could obscure view for drivers;
  - ii. Incongruous to the street scene;
  - iii. Landscaping needed to mitigate the immediate area.
- The Town Clerk agreed to ascertain if this application was retrospective.
- 21/01985/HOUSE** **27 Hine Avenue, Newark**  
Proposed two storey side extension and single storey front extension (re-submission).  
Members felt that by removing the side window would not reduce the loss of privacy suffered by neighbours and therefore **AGREED** to sustain this Committee's original **objections** as follows:

- i. There would be a loss of privacy for neighbours;
- ii. Parking spaces would be significantly reduced at the property.

**1 Beacon Hill Road, Newark**

**21/02002/HOUSE**

Proposed two storey side extension (re-submission of 21/01283/HOUSE), to change bricks to white render on front and east side elevations.

Cllr D Lloyd & Cllr J Lee declared a non-prejudicial interest in this application.

**No Objection was raised to this application.**

**Seven Hills, Quibell Lane, Newark**

**21/02009/RMAM**

Application for approval of Reserved Matters following outline approval 20/02410/OUTM for a replacement facility.

Cllrs J Lee & D Lloyd declared a non-prejudicial interest in this application as Member of Newark & Sherwood District Council.

**No Objection was raised to this application**, the landscaping was welcomed and the applicant congratulated.

**PR25/21/22 Notice of NSDC Planning Decisions**

The Committee **NOTED** the District Council Planning Decisions received since the last meeting.

**PR26/21/22 Newark & Sherwood Plan Review – Options Report Consultation**

The Town Council agreed to raise **No Objections** to this document. However, concerns were raised on the Gypsy & Traveller proposals; whilst it is understood that appropriate provision must be made by law, it was felt that the various sites identified may not be sustainable with any degree confidence that these allocations would be reflected in actual sites coming forward.

In addition, further concerns were raised that there was insufficient diversity within the sites with regard to the various sub-groups of people within the overall Gypsy & Traveller communities, that would provide sufficient pitches to satisfy demand from these various communities.

**OPEN SPACE STRATEGY CONSULTATION DOCUMENT**

**1. Overall Purpose/Introduction**

This Strategy appears to serve two purposes; a formal Planning Policy as well as a Strategy to inform works to improve existing sites that are classified within the parameters of the document. This results in a rather confused set of recommendations which seek to address both the future policy with regard to the provision of Open space sites as well improvements to existing sites.

Irrespective of the above the document doesn't seek to identify the ownership of which open space is assessed by this document or a future Strategy. It would appear that sites have been included following a review by the Parks & Open Spaces Business Unit & Planning Policy overlaid with the views of Parish Councils as part of the initial consultation process.

The outcome of this appears to have resulted in the inclusion of sites which are broadly within the ownership of NSDC & Parish Councils. By way of example, it doesn't include any County Council sites like School Playing Fields, nor does it distinguish between sites that are freely open to the public and those that are in private ownership and may/or may not allow public access.

The consultation document also ignores household gardens; whilst these are clearly not 'open spaces' they are frequently 'green' and if the document is to be used as a Planning Policy will result in a possible missed opportunity of setting minimum garden standards for new developments.

## **2. Outdoor Sports Facilities**

The Strategy states that such facilities have not been included within the document on the basis that Sport England 'prescribe' that a separate standalone Playing pitch Strategy should be produced.

Irrespective of Sport England's' guidance the exclusion of these sites in the context of overall level of 'Open Space' assessment provides a misleading picture and potentially could lead to some perverse future policy decisions. Particularly in seeking to deal with a perceived shortfall in open space. It is not always clear whether or not a site should be classed as Open Space or a Sports Field; Lincoln Road Playing Fields has been included in this document even though it is also has a number of football pitches on it, it would appear that Beaumont Gardens has been included in its entirety even though part of the site is a Bowling Green whereas the Sherwood Avenue Bowling Green isn't included!

It is presumed that the exclusion of School Playing Fields is also a result of this somewhat confused position of what sites are classed as 'Outdoor Sports'.

## **3. Methodology**

Each identified site has been scored by Quality & Value according to the Green Flag Award Scheme. However, there is no information as to who has undertaken the scoring or the methodology used. The result is a % score for each site, the voracity of which cannot be challenged.

This presupposes that the Green Flag Criteria is the appropriate mechanism for this process and includes appropriate weighting for more important / Less important factors. The Town Council is , for example, increasingly looking at its sites to improve their contribution to bio-diversity and Climate Change; these will be far more important to us than say the Parking criteria. It is also worth noting that these Green factors appear to be included in the Value assessment only, this runs the risk of having

competing scores for example a site is given over to become a wildlife meadow resulting in a very low Quality score against a high Value score. How does the scoring mechanism deal with these potentially competing purposes?

There appears to be no distinction in the scoring or standards applied to different areas. The standards that are used to assess 'Urban' area should be different to those applied to 'Rural' areas. Applying the same standards across the whole District can/will result in a focus on the wrong sites in any order of prioritization.

#### **4. Specific Sites**

Site 11 & 119 – St Marys' Churchyard & Gardens – this remains a Churchyard NSDC maintain it as such with an agreement with the Southwell Dioceses, they are not Amenity Greenspace sites.

Site 13 – Riverside Park B – this is a children's Playground not sure it is separate from Site 59?

Site 220 - Otter Park - not sure this should be included; it is very small and has almost no grass; suggest it is removed.

The narrative on pages 25-28 regarding existing individual sites with regard to possible improvements etc. has been compiled without any reference to the Town Council for those sites which are under its ownership. At present there has been no discussion as to what future changes the Town Council may wish to make to its sites; the Town Council intends to review all of its parks & open spaces to assess what purpose they serve and whether or not they can be remodeled to provide more 'Meadow Areas' for example to enhance bio-diversity. In addition, some of this narrative is already out of date; Fountain Garden paths for example have recently been repaired.

#### **5. Summary**

Given the above comments the Town Council doesn't believe that any future actions for individual sites can be determined from this document.

The Town Council is willing to enter into an ongoing conversation with NSDC with regard to the future for existing and new Open Spaces in Newark. However, this document cannot be static it must reflect changes as they occur. To use it as reference point for future planning applications without it being updated on a regular basis is wrong and isn't accepted by the Town Council to be of any value.

### **PR27/21/22 Miscellaneous Applications**

#### **a. Licensing Applications**

**M & S Simply Food, Maltings Retail Park, Newark**

Members raised **No Objection** to this application.

**b. Street Naming**

**Land at Devon Road, Newark**

Cllr L Geary suggested 'Willow Holt', a small woodland development.

Cllr Ms J Oliver suggested River Rainne, French for riverbank.

Cllr J Lee suggested Waterloo.

Members **AGREED** to put two of these suggestions forward to the District Council as follows:

Willow Holt

Waterloo

With the preferred option being **Willow Holt**.

**c. Nottinghamshire County Council Applications**

**Site: Bantycok Quarry, Staple Lane, Balderton, Newark**

Proposed Development: Proposed southern extension to Bantycok Quarry – extension to the time limit for mineral operations until 31<sup>st</sup> December 2044 and amendments to the restoration scheme.

Concern was expressed at this extension of time (15 years). Cllr J Lee was concerned at the extra traffic and dust affecting Middlebeck.

It was **AGREED** to **Object** to this application as Members felt that if a single operator was given permission to extend their limit for mineral operations for a further 15 years, this would have implications for other operators in the County. Any individual changes should be considered only when the wider implications for other similar sites in the Minerals Strategy have been assessed.

|                        |               |                      |  |
|------------------------|---------------|----------------------|--|
| <b>Meeting Closed:</b> | <b>8.30pm</b> | <b>Next Meeting:</b> | <b>Wednesday 27<sup>th</sup> October, 2021</b> |
|------------------------|---------------|----------------------|--|





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Agenda Item No: 4b

Committee Date: Wednesday 8<sup>th</sup> December 2021

## FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Finance & General Purposes Committee held on Wednesday 20<sup>th</sup> October 2021 in the Council Chamber at the Town Hall.

|                               |  |  |
|-------------------------------|--|--|
| <b>Membership Present:</b>    | <b>Councillor</b>                            | <b>J Henderson (Chairman)</b>  |
|                               | Councillors                                  | J Baggaley<br>Mrs I Brown (Vice-Chairman)<br>M Cope<br>E Cropper<br>Mrs R Crowe<br>R A Crowe<br>Mrs G Dawn<br>L Geary<br>L Goff<br>D Ledger<br>J Lee<br>D Lloyd<br>T Mathias (Ap)<br>Ms J Oliver<br>J Olson<br>M Skinner (Ap)<br>S Vickers |
| <b>Apologies for Absence:</b> | <b>Councillors</b>                           | T Mathias, M Skinner   |
| <b>Officers Present:</b>      | <b>Town Clerk</b>                            | Alan Mellor  |
| <b>Taking Notes:</b>          | <b>PA to the Town Clerk</b>                  | Helen Crossland  |
|                               | There were no members of the public present. |  |
| <b>Venue:</b>                 | Council Chamber, Newark Town Hall            |  |

**FGP19/21/22 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 15<sup>th</sup> September 2021**

The Minutes of the Finance & General Purposes Committee meeting held on Wednesday 15<sup>th</sup> September 2021 were **AGREED** as a true and accurate record and signed by the Chairman.

**FGP20/21/22 Matters Arising**

**FGP11/21/22** – Cllr R A Crowe asked for an update about the Kidney Stones.

The Town Clerk informed Members he had met with an Officer from Newark and Sherwood District Council; A potential site for the Kidney Stones has been identified adjacent to a roundabout at Middlebeck development which would be one of the new Gateway entrances to the town.

The District Council will now discuss this potential site with the Developers and can hopefully be agreed in the near future.

**FGP15/21/22 – Christmas Lights and Switch On Event**

The Town Clerk wanted to update Members on this; he had put together a plan of action to enable a physical event to take place, which is as follows:

- (i) Retain the Main Stage in its usual spot but reduce by half the acts that perform on it. However, add in 1 or 2 additional sites for acts around the Market Place to spread out the crowds from one location.
- (ii) Only have local acts, no 'Headliner'.
- (iii) Market stalls to be sited around the edge of the Market Place as per the last event in 2019. This creates more space in the middle of the Market Place.
- (iv) Fun fair will be restricted to children's rides only and the number reduced.
- (v) Filming of the event will take place, with some re-recorded content as well as live but delayed by, say 30 minutes, through Facebook.
- (vi) No fireworks.

However, as the position regarding Covid cases had deteriorated this week, the Town Clerk had contacted Group Leaders earlier in the day to suggest that the plan to hold the event be continued, but a final decision should be made by Friday 5<sup>th</sup> November as to whether the physical event could go ahead.

If it had to be cancelled the 'fall back plan' would be filming and broadcast over Facebook, as last year.

There were no other Matters Arising.

**FGP21/21/22 Declarations of Interest**

Cllr Mrs R Crowe declared an interest in Agenda Item 6, Voluntary Body/Community Events Grant Applications – Newark and Sherwood Concert Band, which was on the Addendum.

It was **AGREED** to accept any other Declarations of Interest as and when they arose during the meeting.

**FGP22/21/22 Payment Schedules**

Cllr J Henderson proposed the Payment Schedule report, and Members **AGREED** that payment in accordance with Payment Schedules 5/22 and 6/22 in the sum of £114,680.27 (one hundred and fourteen thousand, six hundred and eighty pounds and 27p) and £153,806.78 (one hundred and fifty three thousand, eight hundred and six pounds and 78p) respectively be **APPROVED**.

**FGP23/21/22 Voluntary Body/Community Events Grant Applications**

Members **AGREED** to grant the following applications for free use of the Town Hall:

(i) **Palace Singers**

It was **AGREED** to grant free use of the Ballroom and Kitchen to hold a Concert for local charity, Rumbles Café, on 14<sup>th</sup> December 2021, at a total cost of £287.

(ii) **Newark and Sherwood Concert Band**

It was **AGREED** to grant free use of the Ballroom and staffed bar on Tuesday 21<sup>st</sup> December 2021 to hold a free of charge live music concert, at a total cost of £383.33.

**FGP24/21/22 Financial Out Turn**

Cllr D Lloyd proposed and Cllr D Ledger seconded that Members **RECEIVE** and **APPROVE** the financial out-turn report as at 30 September 2021.

**FGP25/21/22 Final Accounts 2020/21 – External Audit**

Members **NOTED** the approval of the Town Council’s financial accounts for the 2020/21 financial year ended on 31<sup>st</sup> March 2021 by the external auditors.

The Town Clerk informed Members that he had since received the Certificate.

**FGP26/21/22 Personnel Sub-Committee Minutes**

Members **NOTED** the Minutes of the Personnel Sub-Committee held on Wednesday 6<sup>th</sup> October 2021.

|                        |               |                      |  |
|------------------------|---------------|----------------------|--|
| <b>Meeting Closed:</b> | <b>8.00pm</b> | <b>Next Meeting:</b> | <b>Wednesday 24<sup>th</sup> November 2021</b> |
|------------------------|---------------|----------------------|--|





# NEWARK TOWN COUNCIL

Town Hall, Market Place, Newark, Nottinghamshire, NG24 1DU  
Tel: 01636 680 333 ~ Fax: 01636 680 350  
Email: [post@newark.gov.uk](mailto:post@newark.gov.uk) ~ Website: [www.newark.gov.uk](http://www.newark.gov.uk)

Agenda Item No: 4c

Committee Date: Wednesday 8<sup>th</sup> December 2021

## PLANNING COMMITTEE MINUTES

Minutes of the Planning Committee held on Wednesday 27<sup>th</sup> October 2021 in the Council Chamber at the Town Hall.

|                            |  |   |
|----------------------------|--|---|
| <b>Membership Present:</b> | <b>Councillor</b>  | <b>Ms J Oliver (Chair) (Ap)</b>   |
|                            | Councillor   | J Olson (Vice Chair) (Ap)<br>Mrs I Brown (Ap)<br>M Cope (Ap)<br>L Geary<br>J Henderson (Ap)<br>D Ledger<br>J Lee<br>D Lloyd (Ap)<br>S Vickers |
| <b>In Attendance</b>       | Deputy Town Clerk<br>Councillors                                       | James Radley<br>E Cropper & L Goff  |
| <b>Apologies</b>           | Cllrs Ms J Oliver, J Olson, Mrs I Brown, M Cope, J Henderson & D Lloyd |   |
| <b>Taking Minutes:</b>     | Planning Administrator   | Mrs J Hemsall   |
| <b>Public:</b>             | There were 2 members of the public present.                            |   |
| <b>Venue:</b>              | Council Chamber, Town Hall   |   |

Cllr L Geary took the Chair in the absence of the Chair and Vice Chair.

### **PR28/21/22** Minutes

The Minutes of the last meeting held on Wednesday 29<sup>th</sup> September, 2021 were **AGREED** and signed as a true and correct record.

**PR29/21/22**     **Matters Arising**

There were no matters arising.

**PR30/21/22**     **Declarations of Interest**

It was **AGREED** to accept Members' declarations as and when they arose during the meeting.

**PR31/21/22**     **Outstanding Planning Applications**

**21/01364/FUL**             **Barnby Road Primary & Nursery School, John Gold Avenue, Newark**

Creation of community hub building and attached timber pergola following relocation of existing porta cabins.

Members felt that the footprint of the school should not be increased and that the existing footprint should be utilised.

The Chair noted from the amended Design and Access Statement that the proposed building is to accommodate existing, established services that are currently accommodated in the main building therefore, will have no impact on the number of journeys to/from school, subsequently, having no impact on highway safety/traffic congestion.

Members **AGREED** to sustain two of their original objections as follows:

- i) It will have a detrimental impact on the amenity for local residents, including concerns about lighting associated with the development.
- ii) The development is over intensive and not in keeping with the primary purpose of the site which is a school.

**21/01822/FUL**             **Land to the rear of 96 Appleton Gate, Newark**

Relocation and retention of existing containers. Erection of two datacentre cabins and associated air conditioning units, generators, meter cabinet and fencing.

**No Objection was raised to this application.**

**21/02024/FUL**             **The Grange Hotel, 73 London Road, Newark**

Change of Use from Hotel to a domestic dwelling.

**No Objection was raised to this application.**

**21/02026/FUL**             **Cheltenham House, Barnby Road, Newark**

Proposed extension to detached double garage to form annexe.

Cllr S Vickers declared a non-prejudicial interest in this application.

**Objection** was raised to this application as Members felt the proposed Annexe was overbearing especially as it was at the front of the property.

**21/02176/FUL**

**Land next to 53 Philip Road, Newark**

Demolition of existing outbuildings, creation of 2 parking spaces with associated dropped kerbs, relocated building in the rear garden of No. 55. Proposed one detached dwelling with 2 parking spaces with associated dropped kerbs, secure storage for 2 bicycles (re submission).

**No Objection was raised to this application.**

**21/02196/HOUSE**

**125 Lime Grove, Newark**

Proposed rear ground floor extension and front canopy.

**No Objection was raised to this application.**

**21/02072/FUL**

**Samson House, Edward Avenue, Newark**

Conversion of the existing bungalow from office A2 use back to residential and erection of a single garage.

**No Objection was raised to this application.**

**21/02093/RMAM**

**Land South of Newark, Bowbridge Lane, Balderton, Newark**

Reserved Matters submission to consider the outstanding matters of access, layout, scale, appearance and landscaping, pursuant to the approval of outline planning permission 14/01978/OUTM, for a residential development of 106 dwellings.

**No Objection was raised to this application.**

**21/02125/HOUSE**

**3 The Weavers, Newark**

First floor extension over existing garage and re-arrangement of ground floor layout.

**No Objection was raised to this application.**

**21/02157/HOUSE**

**103 London Road, Newark**

Construction of two storey rear extension.

**No Objection was raised to this application.**

**21/02161/FUL**

**Staythorpe Electricity Sports & Social Club, Kings Road, Newark**

Proposed Change of Use and conversion of existing loft space to a single apartment (to be occupied by a 9<sup>th</sup> residential unit in conjunction with the approved conversion of the existing building to 8 no. apartments, as granted by NSDC under Application No. 21/00791/FUL).

Cllr J Lee joined the meeting at this point.

Members **AGREED** to sustain their **OBJECTION** raised to 21/00791/FUL, on the grounds of lack of car parking available.

**21/02261/FUL**

**81 Lincoln Road, Newark**

Proposed alterations and erection of new dwelling.

Members felt that if this application was to go ahead, it would set a precedent for others in this location. It was back-land development, there would be a loss of amenity for the original property at the address and the proposal was not in keeping with the surrounding area. Therefore, it was **AGREED** to **OBJECT** to this application on the following grounds:

- i) Loss of Amenity for neighbours;
- ii) Not in keeping with the surrounding area;
- iii) Back-land development
- iv) Would set a precedent for any future developments in the area.

**21/02251/HOUSE**

**17 Lilburne Close, Newark**

First floor extension to rear of dwelling.

**No Objection was raised to this application.**

**21/00699/FULM**

**32 Stodman Street, Newark**

Proposed demolition of the building with retention of the Art Deco façade and replacement with a 4-storey development comprising parking, services, mixed use commercial and co-working space at ground floor with apartments above.

Cllr J Lee declared a non-prejudicial interest in this application as a Member of Newark & Sherwood District Council.

Cllr J Lee was not in favour of this application due to the lack of parking provision for the 29 proposed apartments and also that it was not in keeping with Newark Town Centre in his opinion.

Cllr Lee said that other applications within the Town had been refused due to the lack of parking available and felt that this application should be no different.

Cllr S Vickers said that there was a greater need for smaller retail premises.

Cllr L Geary was in favour of the application and proposed No Objection which was seconded by Cllr D Ledger.

It was **AGREED** to raise **No Objection** to this application subject to adherence to all recommendations made by statutory consultees.



The Town Council would also strongly urge the District Council to reduce carbon emissions including the use of an alternative form of heating to gas.

**PR32/21/22 Notice of NSDC Planning Decisions**

The Committee **NOTED** the District Council Planning Decisions received since the last meeting.

**PR33/21/22 Miscellaneous Applications**

**a. Licensing Applications**

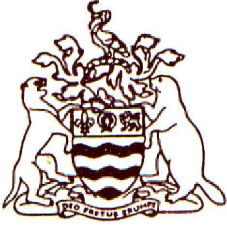
Members raised **No Objection** to the 'Notice of New Premises Licence' for The Roaring Meg, 117 Barnby Gate, Newark.

**b. Street Naming**

Members **NOTED** the amended Street Naming Policy approved by NSDC.

|                        |               |                      |  |
|------------------------|---------------|----------------------|--|
| <b>Meeting Closed:</b> | <b>8.30pm</b> | <b>Next Meeting:</b> | <b>Wednesday, 1<sup>st</sup> December 2021</b> |
|------------------------|---------------|----------------------|--|





# NEWARK TOWN COUNCIL

Town Hall, Market Place, Newark, Nottinghamshire, NG24 1DU

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Agenda Item No: 4d

Committee Date: Wednesday 8<sup>th</sup> December 2021

## FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Finance & General Purposes Committee held on Wednesday 24<sup>th</sup> November 2021 in the Council Chamber at the Town Hall.

|                               |   |  |
|-------------------------------|---|--|
| <b>Membership Present:</b>    | <b>Councillor</b>                           | <b>J Henderson (Chairman)</b>  |
|                               | Councillors                                 | J Baggaley<br>Mrs I Brown (Vice-Chairman) (Ap)<br>M Cope (Ap)<br>E Cropper<br>Mrs R Crowe<br>R A Crowe<br>Mrs G Dawn<br>L Geary<br>L Goff<br>D Ledger (Ap)<br>J Lee<br>D Lloyd<br>T Mathias (Ap)<br>Ms J Oliver<br>J Olson<br>M Skinner<br>S Vickers |
| <b>Apologies for Absence:</b> | <b>Councillors</b>                          | Mrs I Brown, M Cope, D Ledger, T Mathias   |
| <b>Officers Present:</b>      | <b>Town Clerk</b>                           | Alan Mellor  |
| <b>Taking Notes:</b>          | <b>PA to the Town Clerk</b>                 | Helen Crossland  |
|                               | There were 3 members of the public present. |  |
| <b>Venue:</b>                 | Council Chamber, Newark Town Hall           |  |

**FGP27/21/22 Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 20<sup>th</sup> October 2021**

The Minutes of the Finance & General Purposes Committee meeting held on Wednesday 20<sup>th</sup> October 2021 were **AGREED** as a true and accurate record and signed by the Chairman.

**FGP28/21/22 Minutes of the Climate Change Working Group held on Wednesday 20<sup>th</sup> October 2021**

The Minutes of the Climate Change Working Group meeting held on Wednesday 20<sup>th</sup> October 2021 were **RECEIVED** and **NOTED**.

Cllr J Olson asked if a date had been set for the next meeting of this group; the Town Clerk said he was hoping to set one up before Christmas.

**FGP29/21/22 Matters Arising**

**FGP11/21/22** – Cllr J Olson asked if there was any further news about the Kidney Stones; the Town Clerk responded that he was still waiting for the District Council to speak to the developers of the site concerned.

There were no other Matters Arising.

**FGP30/21/22 Declarations of Interest**

It was **AGREED** to accept any Declarations of Interest as and when they arose during the meeting.

**FGP31/21/22 Payment Schedules**

Cllr J Henderson proposed, Cllr L Geary seconded, the Payment Schedule report.

Members **AGREED** that payment in accordance with Payment Schedule 7/22 in the sum of £157,341.37 (one hundred and fifty seven thousand, three hundred and forty one pounds and 37p) be **APPROVED**.

**FGP32/21/22 Events Update**

The Chairman said he would take each recommendation in turn from this report.

**Armed Forces Day**

- (i) Members **AGREED** to support the Armed Forces Day event in the Market Place on Sunday 19<sup>th</sup> June 2022.

**Newark Book Festival**

- (ii) Cllr D Lloyd asked if the recommendation was for any financial support, or just the use of venues to hold the various parts of the Festival.

The Town Clerk responded that there was no requirement for any direct financial support– it would be free use of venues and ‘in kind’ officer support.

A vote was held and Members **AGREED** to support the Newark Book Festival 2022.

## Queens Platinum Jubilee

(iii) Members **CONSIDERED** the options for the Town Council to stage and/or promote events to mark the Queen's Platinum Jubilee Celebrations and the following was discussed:

- a. Cllr J Olson said she supported the idea of The Big Jubilee Lunch; perhaps one could be organised at either the Riverside Park, or in the Market Place.

The Town Clerk said that these were going to be happening nationally; he felt that if this was agreed, it would probably be better to have it at the Riverside Park.

- b. Cllr D Lloyd said the liaison should begin with Nottinghamshire County Council with regard to the Beacon. He felt it would be nice to have a Beacon for the Town.

Cllr D Lloyd then said that he would be proposing doing nothing for this; lessons had been learnt from the last Jubilee. He proposed that people be encouraged to hold their own street parties.

He also asked if it would be possible to broadcast the Live Concert from within the Castle grounds (Saturday 4<sup>th</sup> June 2022).

Cllr J Lee agreed with Cllr D Lloyd – the Town Council should work with the County and District Councils on having street parties.

- c. Cllr L Goff thought that the Museum Friends could possibly be involved.
- d. Cllr L Geary supported the idea of the Live Concert being broadcast from the Castle grounds and suggested that there could also be a 1950's themed Market planned.

The Chairman said that this should be co-ordinated with the District Council.

The Town Clerk agreed to research the following suggestions and bring a further report back to this Committee:

The lighting of a Beacon (on Beacon Hill)

The live broadcasting of the Concert in the Castle grounds

A 1950's themed Market – linked in with a procession to the Castle.

## Newark Beer Festival

(iv) Cllr D Lloyd suggested that if the Town Council was not going to have any 'special' events for the Jubilee, CAMRA should hold their Beer Festival on the earlier weekend, 25<sup>th</sup> – 30<sup>th</sup> May 2022.

Members therefore **AGREED** to the request from CAMRA to hold the Newark Beer Festival at the Riverside Park between those dates.

## **Brass Explosion and Brass Band Concerts**

- (v) It was **AGREED** that the Brass Band Concerts and the Brass Explosion events should take place again in 2022.

## **Newark Festival**

- (vi) The Town Clerk began discussion of this item.

He said he stood by everything he had said in the report. If the Town Council wished the Festival to continue he was happy to bring a further report back to this committee.

Cllr D Lloyd proposed that the financial contribution be sustained until such time that the Town Council know if there are any alternative venues, as suggested in the report, or not. There could well be other sites which would be suitable but may hold less people for example.

Cllr G Dawn then spoke; she said over the years that the Festival had been held, she had been very disappointed with the amount of 'coverage' Newark Town Council had been given from LHG. She had heard lots of complaints about the facilities and prices (bar, toilets, food etc). Cllr G Dawn did not support maintaining the budget.

The Chairman agreed – he too had received many complaints that the Festival was too expensive all round. He felt that the 'free Sunday' event was not very well publicised, and there were not enough local acts. He too did not want to support the Festival financially in the future.

Cllr J Lee said that Members were losing sight of the recommendation, which was to decide whether or not to look for an alternative site if it were to continue.

Cllr J Baggaley said that there was a need to look at the 'balance' of what is provided; if a site could be found, this committee could talk again about this. He felt that the event brought many visitors to the town and was something 'different'.

Cllr D Lloyd then suggested that when a report was brought back to the committee, it would be useful for everyone present to have a full update on the Festival, to include all expenditure incurred since it was re-introduced in 2012.

Cllr M Skinner said that thought should be given about the impact on the local economy too, should the Festival not happen.

Following the above discussion, a vote was held and Members **AGREED** to sustain the budget for now

It was also **AGREED** that a further report be brought back to this Committee to further consider the procurement of the event.

## **Dragon Boat Races**

- (vii) Members **AGREED** to support the Dragon Boat Races on 10<sup>th</sup> and 11<sup>th</sup> September 2022, with free use of the Riverside Park together with officer in kind support.

## Traditions Festival

- (viii) Members **AGREED** to support the Traditions Festival in 2022 with free use of the Riverside Park together with officer in kind support.

## Steampunk Weekend

- (ix) Cllr J Lee said that he thought this was a brilliant idea.

The Town Clerk reported that he was 'building on this' – the local group of Steampunkers would be involved in the Christmas Market on 12<sup>th</sup> December.

The potential for a 'Steampunk Weekend' event in the summer of next year was **NOTED**, subject to a further report back to this Committee.

## FGP33/21/22 Internal Audit Report

The Town Clerk pointed out the two recommendations contained within the Internal Audit Report (paras 5.2 and 5.3) and said he fully accepted them.

Cllr Mrs R Crowe then asked about para 5.12 in which it was stated that no training in risk management had been given. She asked for a timescale for this to happen.

The Town Clerk responded that this would be built into the next Audit Report. He informed Members that the Town Council did have two senior members of staff who have some expertise in this area.

It was noted that there was no para 5.11 – the Town Clerk said he would look at this and check to see if it was just an error.

Members then **ACCEPTED** and **ENDORSED** the proposed actions in response to the report's recommendations.

## FGP34/21/22 Land off Cedar Avenue

Prior to discussion of the item Cllr Mrs R Crowe and Cllr L Goff declared a prejudicial interest and left the meeting.

It was then **AGREED** that all N&SDC Councillors still present were non-voting members of the Gilstrap Trust.

Cllr Mrs G Dawn said that she was delighted to see this report. She informed Members that she was looking forward to the Town Clerk having a dialogue with the people that had formed a community group who had some ideas for this site. It would be good to work closely with them.

- (i) Members **CONSIDERED**, in principle, the purchase of the land off Cedar Avenue for the purpose of public open space.
- (ii) In view of (i) above, Members **AGREED** to recommend to the Town Council the purchase of the Cedar Avenue site.
- (iii) Members then also **AGREED** to recommend to the Town Council the approval of a supplementary capital budget of £45,000 from the Town Council's Capital Receipts account.

Cllr Mrs R Crowe and Cllr L Goff re-joined the meeting.

## **FGP35/21/22 Target Hardening of Key Locations**

- (i) Members **CONSIDERED** the proposed Target Hardening works at the five sites identified in the report and which are in the Town Council's ownership.

Cllr E Cropper began discussion of this item; she said she would particularly like to see something to 'soften' the barriers proposed by some sort of planting.

The Chairman pointed out that this was the intention of the plan.

Cllr D Lloyd said that it should also be possible to work with the children in the areas mentioned.

Cllr J Baggaley felt that natural solutions were better; hard physical bollards can be 'antagonistic' barriers.

Cllr L Geary asked if the Town Council could do anything to help the traveller community; Cllr J Baggaley said it should be noted that there were still unresolved issues with that community and that it was not a new problem.

Cllr L Geary then noted that vehicular access is needed at the Riverside Park for various events etc; the Town Clerk reported that some 'soft works' have already been carried out there over the last couple of years. The works would not hinder any of the current vehicular access points.

- (ii) Members then **AGREED** to recommend to the Town Council approval of a supplementary capital budget of £44,325 from the Town Council's Capital Receipts account.

## **FGP36/21/22 Exclusion of the Press & Public**

The Chairman proposed, and Cllr D Lloyd seconded that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972) the press and public be excluded from the remainder of the meeting on the grounds that the Committee's remaining business involves the likely disclosure of exempt information as defined in the Local Government (Access to Information) (Variation) Order 2006, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

## **FGP37/21/22 Museum Update**

Cllr D Lloyd said that the recommendations were welcome.

Cllr S Vickers asked if the heating and insulation of the building would be taken into consideration within the study; it was agreed that it would be.

Cllr J Olson asked why no more quotes were being sought; the Town Clerk responded that the historical knowledge that Guy Taylor Associates had of the Town Hall and Buttermarket would be invaluable.

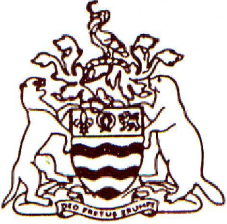
In his opinion, if someone else were to be awarded the contract they would have to consult with Guy Taylor Associates anyway.



- (i) Members **AGREED** to appoint Guy Taylor Associates to undertake a Feasibility Study for the alterations to the Town Hall as previously agreed and which will be required to facilitate an expanded Museum.
- (ii) In view of (i) above, it was **AGREED** to suspend Standing Order 38(2) which requires three quotes to be obtained for expenditure between £3,000 - £20,000.
- (iii) Members **AGREED** to appoint Guy Taylor Associates to undertake professional services to plan and deliver a proposed Refuse Bin Store on South Church Walk.

|                        |               |                      |   |
|------------------------|---------------|----------------------|---|
| <b>Meeting Closed:</b> | <b>8.30pm</b> | <b>Next Meeting:</b> | <b>Wednesday 19<sup>th</sup> January 2022</b> |
|------------------------|---------------|----------------------|---|





# NEWARK TOWN COUNCIL

Town Hall, Market Place, Newark, Nottinghamshire, NG24 1DU

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Agenda Item No: 4e

Committee Date: Wednesday 8<sup>th</sup> December 2021

## PLANNING COMMITTEE MINUTES

Minutes of the Planning Committee held on Wednesday 1<sup>st</sup> December 2021 in the Council Chamber at the Town Hall.

|                            |   |   |
|----------------------------|---|---|
| <b>Membership Present:</b> | <b>Councillor</b>                         | <b>Ms J Oliver (Chair)</b>  |
|                            | Councillor                                | J Olson (Vice Chair)<br>Mrs I Brown<br>M Cope (Ap)<br>L Geary<br>J Henderson (AP)<br>D Ledger (Ap)<br>J Lee (A)<br>D Lloyd<br>S Vickers |
| <b>In Attendance</b>       | Town Clerk<br>Councillors                 | Alan Mellor<br>None   |
| <b>Apologies</b>           | Cllrs M Cope, J Henderson & D Ledger      |   |
| <b>Taking Minutes:</b>     | Planning Administrator                    | Mrs J Hemsall   |
| <b>Public:</b>             | There was 1 member of the public present. |   |
| <b>Venue:</b>              | Council Chamber, Town Hall.               |   |

### **PR34/21/22 Minutes**

The Minutes of the last meeting held on Wednesday 27<sup>th</sup> October, 2021 were **AGREED** and signed as a true and correct record.

### **PR35/21/22 Matters Arising**

There were no matters arising.

**PR36/21/22**     **Declarations of Interest**

It was **AGREED** to accept Members' declarations as and when they arose during the meeting.

**PR37/21/22**     **Outstanding Planning Applications**

**21/01350/RMAM**     **Land South of Newark, Bowbridge Road, Newark**

**AMENDED**

Erection of a 2 storey, 66 bed care home for older people with associated car park, access and landscaping.

Cllr D Lloyd said he felt it would be remiss of the Committee not to welcome these amendments. It was unusual for a developer to act on comments made by a Town Council and he felt the amendments were a significant improvement.

Cllr D Lloyd proposed **not to Object** to this application, but to welcome the amendments, following our previous comments.

This was **AGREED**.

Cllr J Olson joined the meeting at this point.

**21/02090/HOUSE**     **157 Hawton Road, Newark**

Removal of conservatory and erection of single storey rear, rendered extension, remodelling and loft conversion. Extension to rear of existing garage.

**No Objection was raised to this application.**

**21/02138/HOUSE**     **16 The Park, Newark**

Erection of a detached garden room with store.

**No Objection was raised to this application.**

**21/02190/HOUSE**     **30 London Road, Newark**

Proposed single storey rear extension, garage conversion and alterations.

**No Objection was raised to this application.**

**21/02241/HOUSE**     **4 The Paddocks, Newark**

Two storey side and single storey rear extension.

**No Objection was raised to this application.**

**21/02249/FUL**     **21 Appleton Gate, Newark**

**&**

**21/02250/LBC**

Change of use of ground floor only of the building from a Butchers to a hot food takeaway, including the change of shopfront to suit new usage.

Cllr D Lloyd proposed opposition to this application. He didn't agree with the application being classed as Sui Generis and said there should be a policy for Takeaways

within the town centre. There are no hours of operation available as yet. Parking was considered an issue for people using the proposed takeaway as there are double yellow lines in this area, together with bus stops.

It was felt that this area should be kept as residential. It is a Conservation Area with the Palace Theatre and the Civil War Centre opposite this site; it is a Heritage setting. No assessment of traffic noise or odours arising from a hot food takeaway have been carried out.

Cllr Mrs I Brown said parking would be an issue, especially for the disabled.

It was **AGREED** to **OBJECT** to these applications on the following grounds:

- i. Poor design of frontage for the Listed Building application
- ii. The Committee doesn't accept the classification of Sui Generis for a Hot Food Takeaway
- iii. Concerns regarding parking near the Palace Theatre especially when there is an event on
- iv. No Noise Assessment or Odour Assessment provided.

**21/02257/FUL**

**FR Europe, Church House, 3 Church Walk, Newark**

Change of use from office to residential.

**No Objection was raised to this application.**

**21/02259/ADV**

**25 Stodman Street, Newark**

Hanging sign above the door of the building.

**No Objection** was raised to this application but Members supported the Conservation Officer's comments and would like to see a traditional material such as wood, or other suitable material used as opposed to acrylic, as per the District Council's 'Shopfront and Advertisement SPD'.

**21/02279/LBC**

**25 Stodman Street, Newark**

Signwriting to the exterior wood and internal front window.

**No Objection** was raised to this application but Members supported the Conservation Officer's comments and would wish to see the sign made from wood and the lettering hand painted.

**21/02261/FUL**

**81 Lincoln Road, Newark**

**AMENDED**

Proposed alterations to No. 81 Lincoln Road and erection of a new dwelling.

It was **AGREED** to sustain this Committee's original **OBJECTIONS** to this application but with a slight amendment to point i) as follows:

- i) Loss of amenity for neighbours, in particular,

boundary treatments with adjacent property No. 83.

- ii) Not in keeping with the surrounding area
- iii) Back-land development
- iv) Would set a precedent for any future developments in the area.

**21/02269/S73      British Sugar Corporation Ltd, Great North Road, Newark**

Application to vary condition 3 attached to planning permission 21/00700/FUL, to amend the approved materials of the high-level wall to be constructed in profile metal cladding in the colour Van Dyke Brown 08B29/RAL 8014.

**No Objection was raised to this application.**

**21/02274/ADV      Riverside House, 14 Castle Gate, Newark**

Proposed new hanging sign, existing hanging bracket to be reused.

**No Objection** was raised to this application but Members supported the Conservation Officer's comments and would like to see a traditional material such as wood, or other suitable material used as opposed to acrylic and hand painted lettering, as per the District Council's 'Shopfront and Advertisement SPD'.

**21/02320/FUL      22 Willows Walk, Middlebeck, Newark**

Re-design of approved house type (Plot 125) to include single storey side extension and conversion of garage.

**No Objection was raised to this application.**

**21/02343/HOUSE      8 Willows Walk, Middlebeck, Newark**

Erection of home office (retrospective).

Members **AGREED not to make any comment on this application.**

**21/02359/HOUSE      16 Staunton Road, Newark**

Single storey side and rear extension.

**No Objection was raised to this application.**

**21/02360/S73      2 Sheldrake Road, Newark**

Application to vary condition 2 of planning permission 21/00392/HOUSE, to allow height increase to the single storey front extension and garage with addition of a window on east elevation. The roof of the single storey rear extension to be flat with roof lantern rather than pitched (retrospective) – two storey side and single storey rear extension. Single storey front extension to existing garage.

**No Objection was raised to this application.**

**21/02375/HOUSE**

**49 Hawton Road, Newark**

Erection of double garage.

**No Objection was raised to this application.**

**21/02400/HOUSE**

**5 The Crescent, Newark**

Proposed single storey side extension and internal alterations.

**No Objection was raised to this application.**

**21/02402/FUL**

**150 Beacon Hill Road, Newark**

Demolition of existing dwelling and erection of 7 dwellings (re-submission of 20/02535/FUL).

A discussion took place regarding the loss of trees at this site, the fact that the house has already been demolished, the close proximity of this site to the landfill site and the bat survey. The ecological impact was of great concern to Members.

Cllr D Lloyd stated that there was an acceptable Bat Survey accompanying this application.

It was **AGREED** to sustain this Committee's original **OBJECTIONS** with an amendment to point iii) as follows:

- i) Over intensive development of the site
- ii) There is no cumulative Traffic Impact Assessment of this development on Beacon Hill Road, taking into account a number of other permissions which have recently been approved in the area. No further developments of this nature should be permitted in this area until a wider TIA has been undertaken.
- iii) There is an unacceptable loss of trees
- iv) Subject to the Planning Authority being satisfied there will be no implications arising from the close proximity of the redundant landfill site.

**21/02408/FULM**

**Land off Brunel Drive, Newark**

Erection of 2 no. buildings for use within Class B8 (storage and distribution) along with access and servicing arrangements, car parking, landscaping, attenuation pond and associated works.

Cllr L Geary said she felt this was speculative building on rural land with no evidence these units were needed or will be used.

Cllr J Oliver was in favour of this application and the fact that over 900 jobs could be created if it went ahead.

It was **AGREED** to raise **No Objection** to this application provided the Tree Officer's comments were noted and

reflected by the applicant.

- 21/02456/FUL      Telecommunications Monopole, Hawton Road, Newark**
- Proposed retention of 20m monopole supporting 6 no. antennas with a wrap around equipment cabinet at base of column, 3 no. new equipment cabinets and ancillary development thereto.
- Cllr D Lloyd raised the fact that these applications are 'Permitted Development', therefore no permission is required. Several have come through this Committee over the last few months and it was **AGREED** that this Committee **would not comment** on any further applications of this nature until a Senior Officer from NSDC has spoken to Members regarding such applications.
- The Town Clerk agreed to write to NSDC to ask if a Member of their Planning Department could attend a meeting with Members of this Committee to discuss future telecommunications applications.
- 21/02462/LBC      The Buttermarket, 27 Middle Gate, Newark**
- Removal of existing in-filled wall within the Buttermarket First Floor Atrium and provision of new access doors.
- Cllr D Lloyd raised a Personal Interest in this application.
- No Objection was raised to this application.**
- 21/02470/LBC      The Buttermarket, 27 Middle Gate, Newark**
- Provision of a general access staircase within the Buttermarket Atrium leading from ground floor to the first-floor mezzanine level.
- Cllr D Lloyd raised a Personal Interest in this application.
- No Objection was raised to this application.**
- 21/02465/LBC      Newark Castle Station Site, Great North Road, Newark**  
**&**
- 21/02479/ADV      No Objection was raised to this application.**
- 21/02358/HOUSE      1 Lilburne Close, Newark**
- Single storey side extension. Erection of detached home office and new fence.
- No Objection was raised to this application.**

**PR38/21/22      Notice of NSDC Planning Decisions**

The Committee **NOTED** the District Council Planning Decisions received since the last meeting.

**PR39/21/22      Miscellaneous Applications**

**a. Nottinghamshire County Council Applications**

**Bowbridge Road, Newark – Proposed Parking Restrictions**



Concern was expressed regarding the wider issue of visibility splays along the whole length of Bowbridge Road. Members felt that this was just a 'sticking plaster' but a wider Strategic Assessment was needed for this area.

It was **AGREED** that the Town Clerk write to the County Council setting out the Town Council's concerns about the traffic problems that exist in this particular area and strongly suggest that a much wider traffic management scheme is required as opposed to the current piecemeal approach.

### **Bede House Lane, Newark – Proposed Parking Restrictions**

Cllr D Lloyd said he was not aware of any complaints regarding parking on Bede House Lane. He had counted 23 cars, parked along Bede House Lane, which would be displaced if this proposal was to go ahead. It was felt these cars would then be parked on residential streets, therefore, pushing the problem elsewhere. Cllr Lloyd also said that 10 cars are often parked there overnight, presumably people living close by. It was also suggested that Resident Parking Only would possibly be coming in to force on Beacon Hill Road, thus causing an even bigger problem for people wanting to park and with another 50 plus cars being displaced.

It was **AGREED** to **OBJECT** to this application for the following reasons:

- i) Unaware of any complaints regarding parking on Bede House Lane.
- ii) Approximately 23 cars would be displaced if this proposal was to go ahead.

**b. Notification of Appeals**

**21/01023/RMA – Land at the rear of 244 Beacon Hill Road, Newark**

Application for reserved matters approval for 4 no. town houses with associated garages and new access from Hutchinson Road.

Members **NOTED** this notification of an Appeal.

|                        |               |                      |  |
|------------------------|---------------|----------------------|--|
| <b>Meeting Closed:</b> | <b>8.45pm</b> | <b>Next Meeting:</b> | <b>Wednesday 12<sup>th</sup> January, 2022</b> |
|------------------------|---------------|----------------------|--|

**FULL TOWN COUNCIL**

|                   |                               |
|-------------------|-------------------------------|
| <b>SUBJECT:</b>   | <b>STANDING ORDERS REVIEW</b> |
| <b>REPORT BY:</b> | <b>TOWN CLERK</b>             |

**1. Recommendations**

1.1 Members are asked to consider;

- (i) the proposed alignment of Motions, Questions from Town Councillors and Questions from members of the public, requiring all of them to be submitted no later than 12 noon on the seventh day before the next meeting,
- (ii) Subject to (i) being approved approve the necessary alterations to Standing Order 8(2) and 9(1) to reflect these new deadlines.

**2. Background**

2.1 The Town Council’s Standing Orders were last reviewed in April 2019, when there was a major review and update undertaken.

This report is submitted to consider some further suggested alterations to align the deadlines for the submission of Motions and Questions to be tabled and included on the Town Council Agenda.

In particular I would refer Members to Standing Order 6(1) which requires any notice of motion to be delivered to the Town Clerk no later than 12 noon seven days before the date of the meeting. This effectively means that any motion has to be delivered on the Wednesday prior to the meeting.

Standing Orders 8(2) and 9 (1) deal with Questions from Town Councillors and Members of the Public respectively. These Standing Orders require questions to be delivered to the Town Clerk no later 10.00am on the Thursday prior to the meeting

2.2 I am not aware that there is any reason why these deadlines are different, apart from past custom and practice.

Given the changes in staffing and working arrangements post covid, this position does cause some issues in that we either have to wait and print the Agenda on a Thursday after the 10.00am deadline or print it on the Wednesday with “Questions to Follow” on the agenda summary page just in case one is submitted.

2.3 I would propose therefore that all of these three deadlines be aligned with them all being required to be delivered to the Town Clerk no later than 12 noon on the seventh

day before the next meeting.

**3. Financial, Legal, Equality, Risk Issues and Environmental Issues**

3.1 None.

|                           |  |
|---------------------------|--|
| <b>Background Papers:</b> | <b>None</b>  |
| <b>Lead Officer:</b>      | <b>Alan Mellor</b><br><b>Tel: 01636 684801</b><br><b>Email: <a href="mailto:alan.mellor@newark.gov.uk">alan.mellor@newark.gov.uk</a></b> |

**FULL TOWN COUNCIL**

|                   |   |
|-------------------|---|
| <b>SUBJECT:</b>   | <b>REPRESENTATION ON OUTSIDE BODIES</b> |
| <b>REPORT BY:</b> | <b>TOWN CLERK</b>                       |

**1. Recommendation**

1.1 That Members consider the appointment of Town Council representatives on Outside Bodies for the 2021/22 Civic Year.

**2. Background**

2.1 In accordance with previous practice, Members are requested to consider the appointment of representatives to Outside Bodies.

2.2 The following organisations are seeking Town Councillors to serve as they are seen as being 'upstanding' members and representatives of the local community. Their role on the Charity is not to represent the Town Council, indeed by law they should always act in the best interest of the Charity concerned, irrespective of any implications that decision could have for the Town Council. The following organisations fall into this category:

- Hospital of St Leonard of Newark
- Lilley & Stone School Charities
- Magnus Educational Foundation
- Newark Mind
- Newark Municipal Charities
- Newark & Sherwood CVS

**W E Knight Education Trust**

The Town Council's representatives on the highlighted organisation need to be reviewed as the appointments expired in October 2021 and are due for renewal.

2.3 The Councillors below are the current representatives:

|                            |                 |                             |
|----------------------------|-----------------|-----------------------------|
| W E Knight Education Trust | Cllr Mrs G Dawn | 3 year term to October 2021 |
|                            | Cllr J Baggaley | 3 year term to October 2021 |
|                            | Cllr T Mathias  | 3 year term to October 2021 |

**3. Financial, Legal, Equality, Risk and Environmental Issues**

3.1 None.

|                           |  |
|---------------------------|--|
| <b>Background Papers:</b> | <b>None</b>  |
| <b>Lead Officer:</b>      | <b>Alan Mellor</b><br><b>Tel: 01636 684801</b><br><b>Email: <a href="mailto:alan.mellor@newark.gov.uk">alan.mellor@newark.gov.uk</a></b> |



**FULL TOWN COUNCIL**

|                   |                                |
|-------------------|--------------------------------|
| <b>SUBJECT:</b>   | <b>SUPPLEMENTARY ESTIMATES</b> |
| <b>REPORT BY:</b> | <b>TOWN CLERK</b>              |

**1. Recommendations**

1.1 Members are asked to:

- (i) Approve the purchase of the site known as Land off Cedar Avenue at a cost of £45,000,
- (ii) Approve a supplementary estimate of £45,000 from the Capital Receipts account to fund the above purchase,
- (iii) Approve a supplementary estimate of £44,325 from the Capital Receipts account to fund the Target Hardening works at various parks & open space sites which are in the Town Council's ownership.

**2. Background**

2.1 The Finance & General Purposes Committee considered two reports at its last meeting which resulted in recommendations to the full Town Council for ratification as set out below:

- (i) Land off Cedar Avenue – It was agreed that this land should be purchased from the Gilstrap Trust at a cost of £45,000. Both land acquisitions and the resulting supplementary estimate are matters which fall to the full Town Council to decide upon. Members are invited to agree to the purchase of this site and approve a supplementary estimate of £45,000 to be met from the Capital Receipts account.
- (ii) Target Hardening Works – It was agreed to fund the proposed works at Newbury Road, Barnby Road Community Park, Autumn Croft Open Space, Syerston Way Open Space & the Riverside Park Play Area, to provide improved protection on these sites from unauthorised encampments by gypsy & traveller groups.

**3. Financial, Legal, Equality, Risk Issues and Environmental Issues**

3.1 There are sufficient funds available in the Town Council's Capital Receipts account to meet the expenditure for the above matters.

|                           |  |
|---------------------------|--|
| <b>Background Papers:</b> | <b>None</b>  |
| <b>Lead Officer:</b>      | <b>Alan Mellor</b><br>Tel: 01636 684801<br>Email: <a href="mailto:alan.mellor@newark.gov.uk">alan.mellor@newark.gov.uk</a> |